	APOLLO HOSPITALS, SECUNDERABAD		FMS– 01a
			Issue: C
	POLICY ON NO SMOKING		Date:06-01-2017
			Page 1 of 2
PREPARED BY: Hospital Administrator		APPROVED BY: Chief Executive Officer	

1.0 PURPOSE:


- 1.1 To specify limitations on smoking and tobacco use at Apollo Hospital, Secunderabad for patients and employees.
- 1.2 To promote a safe, healthy environment for patients and associates.

2.0 SCOPE:

Patients & associates of Apollo Hospitals, Secunderabad.

3.0 DEFINITIONS /KEY WORDS/ ABBREVIATIONS:

- 3.1 Smoke or Smoking - means the inhaling, exhaling, burning, or carrying of any lighted cigarette, cigar, pipe, or smoking paraphernalia used for consuming the smoke of tobacco or any other burning product.
- 3.2 Staff - includes employees and people under contract to provide services for the hospital.
- 3.3 Tobacco or Tobacco Products - means any product containing tobacco, including, but not limited to cigarettes, cigars, loose-leaf tobacco, snoose, snuff, etc.
- 3.4 Smoking Paraphernalia - includes items such as lighters, matches, altered batteries, cigarette papers, rolling machine, and other items that would facilitate one in smoking.

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			Page 2 of 2
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4.0 RESPONSIBILITIES:

- 4.1 All employees are required to adhere to the all provisions of this policy.
Associates will respectfully inform patients, visitors, and anyone else of the requirements of hospital policy.

5.0 ACCOUNTABILITY:

All supervisors are accountable for communicating the content of this policy and enforcing its implementation

6.0 PROCEDURE:

- 6.1 Use of tobacco or tobacco products is prohibited in all publicly used buildings.
Smoking is prohibited in the premises of Apollo Hospitals, Secunderabad.
- 6.2 “No Smoking” signs will be posted indicating that the building is smoke free.
- 6.3 Associates who fail to abide by this policy will be subject to disciplinary action as prescribed by the law.